

Box 3. Steps and checklist for the preparation of the nomination dossier of BR designation.

Step I

- ✓ Name it
- ✓ Map it
- ✓ Give it an identity
- ✓ Brand it

- ✓ Elaborate on Biosphere Reserve's three main objectives
 - Conservation of landscapes (biological and cultural)
 - Fostering economic and human development
 - Ensuring a platform for research, monitoring, learning, education and training

Step II

- ✓ Identify and present ecological mosaics
- ✓ Present significance for biological diversity conservation (Responding to the Multilateral Environmental Agreement – Biodiversity Cluster)
- ✓ Define role as site of excellence for promoting sustainable development
- ✓ Determine appropriate zonation and size with full information on the 3 zones: core area, buffer and transition zones to fulfil the Biosphere Reserve functions and the interlinkages between them
- ✓ Describe organizational arrangements of multi-stakeholder involvement
- ✓ Assess cultural and social impact
- ✓ Describe implementation mechanism
 - Management of human activities in the buffer zone
 - Management policy and plan, designated authority, programmes on research, monitoring, education and training

Step III

- ✓ Define its geographical coordinates
- ✓ Develop maps and delineate the 3 zones
- ✓ Add measurements of the 3 zones
- ✓ Describe rationale of the zonation
- ✓ Classify biogeographical region (s) (Udvardy classification system)
- ✓ Describe land use including history, users, rules and regulations, women's and men's rights to and control over resources
- ✓ Present human populations profile and social fabric
 - In the three zones
 - Local communities living within and near the Biosphere Reserve

- Name of major settlements
- Cultural significance
- Number of spoken and written languages
- ✓ Describe biophysical parameters
 - Characteristics and topography
 - Altitude range
 - Climate conditions
 - Geography, geomorphology, soils

Step IV

- ✓ Define ecosystem services
- ✓ Set objectives of the Biosphere Reserve
- ✓ Define conservation function
- ✓ Define development function
- ✓ Describe and design research and monitoring
- ✓ Describe and plan education and public awareness activities
- ✓ Define contribution to the World Network of Biosphere Reserves

Step V

- ✓ Map governance, management and coordination structure
 - Management team
 - Management plan and cooperation policy
 - Consultative Advisory or Decision-making Bodies
 - Coordination structure
 - Procedure for evaluating management effectiveness
 - Access to natural resources conflicts
 - Local communities' participation and consultation
 - Role of local people in the planning and management of the Biosphere Reserve
 - Lifespan of consultation mechanisms
 - Women involvement in community organizations and decision-making processes
- ✓ Mention any special designation
- ✓ Provide URL of Biosphere Reserve website

Annexes

- Location and zonation map
- Vegetation /land cover map
- List of legal documents
- List of land use and management/cooperation plans
- Species list
- List of main bibliographic references
- Original endorsement letters
- Promotional and communication material

Box 4. Steps and checklist for the preparation of the nomination dossier of TBR designation.

Step I

- ✓ Initiate and sign cooperation agreement
- ✓ Initiate and sign official agreement between countries
- ✓ Name it
- ✓ Map it
- ✓ Plan it together (between countries)
- ✓ Give it an identity
- ✓ Brand it
- ✓ Define focal point(s) in countries

Step II

Value biodiversity

- ✓ Identify and present ecological mosaics
- ✓ Highlight the value of biogeography
- ✓ Evaluate Conservation status of
 - Plants
 - Animals (Mammals and Birds)

Assess social capital

- ✓ Local government agency (ies) involved
- ✓ Local experts involved
- ✓ Schools and University partnerships
- ✓ Youth leadership
- ✓ Women leadership in decision-making and other matters

Step III

- ✓ Name countries, individual Biosphere Reserves, and other designations
- ✓ Define geographical coordinates
- ✓ Gather national records on the Transboundary Biosphere Reserve population
- ✓ List ongoing or planned preliminary budget for activities, projects and initiatives
- ✓ Present existing and future operational budget

Step IV

- ✓ List of countries and individual Biosphere Reserves
- ✓ Describe procedure of proposal development
 - Stakeholders list
 - Methodology for stakeholders' participation

Step V

- ✓ Define zones and boundaries
 - Map it
 - Measure it
 - Justify the zones and interlinkages between them

Step VI

- ✓ Develop a common plan of work
 - Habitats and species conservation
 - Management plan, programmes, policies and measures for landscape/ecosystem protection
- ✓ Set Biosphere Reserve objectives
 - Conservation plan: natural & cultural diversity
 - Models for resources and land management and laboratories for sustainable development
 - Platform for research, monitoring, education and training.
- ✓ Develop institutional and financial framework
 - Official agreement
 - Coordination structure
 - Funding source and annual budget
- ✓ Describe and present effective operation of the TBR

Annexes

- Zoning map
- Plan of work for cooperation
- Cooperation agreement
- Legal texts for the different zones
- Updated list of publications
- Promotional and communication materials